



Declaration Regarding Development / Exempted Development
(Section 5 of Planning & Development Acts 2000, As Amended)

APPLICATION FORM

1. Name of person seeking declaration [Applicant] **Pat Cummins**
2. Postal Address of Property /Site or Building to which the declaration sought relates
Bridge Street, Carrick on Shannon, Co. Leitrim, N41 HX71
3. Applicant's legal interest in the land or structure. [Give details] **Owner**
4. State whether or not the applicant is the owner of the property in question [Yes] ~~or [No]~~ and if {No} please provide the information under item 11 at the end of this form
5. State if owner / occupiers are aware of the current application for Declaration under S 5 of the Act [Y] ~~[N]~~
6. Type of declaration sought
 - a. That the proposal is or is not development within the Act [Yes] or [No] and if {yes}
 - b. That the development is or is not Exempt development [Yes] or [No]
7. Provide full description of the question /matter / subject which arises wherein a declaration on the question is sought?

The applicants mother resided in the building (upper two floors) until June 1992. It was subsequently subdivided into 2 no. residential units and had been occupied as such until c. 2006. A change of use of part of the ground floor from retail to off-licence was granted permission in 2021.

The existing premises comprises of an Off Licence on the ground floor along with a main accommodation staircase serving a 2 bedroom residential unit on the First Floor and a 2 bedroom residential unit on the Second Floor (please refer to Drawings D01, D02 & D03 for layouts). The Bathroom serving the First floor unit is located on the half landing of the flight of the stairs and is deemed to be very precarious. It is hereby proposed to accommodate a new bathroom on the First Floor by reducing the number of bedrooms here from 2 no. to 1 no. and in so doing create a more functional Kitchen. The applicant wishes to apply for grant funding under the 'Vacant above the shop grant' scheme to assist with these proposed works which will involve substantial upgrade works to floors, ceilings, internal doors. Mechanical, electrical etc. to ensure compliance with Building Regulations, and wishes to provide evidence that the proposed works do not necessitate planning permission (or otherwise as may be deemed the case by Leitrim Co. Council).

Signature:

Rat Cummins

Date:

24-Sep-2026

To give as full account as possible of this matter, the applicant is advised to set out the matter on which the declaration is sought, as comprehensively as possible.

Please submit the following with this application:

- A fee of €80.00
- A site map to a scale of not less than 1:2500 based on the Ordnance Survey map for the area, shall be provided to identify the lands in question
- A site layout map
- Dimension drawings
- A photo / sketch of your proposal

The applicant is advised that notwithstanding the completion of the above application form, that the planning authority may require the applicant to submit further information with regard to the request in order to enable the authority to issue the declaration on the question.

The applicant is also advised that the Authority may also request other persons, other than the applicant to submit information on the question which has arisen and on which the declaration is sought.

FOR OFFICE USE ONLY

Fee of €80.00 Paid. [~~Yes~~] / [No]

180905

Decision:

E.O. No and date:

ADDITIONAL CONTACT INFORMATION
NOT TO BE MADE AVAILABLE TO THE GENERAL PUBLIC WITH APPLICATION

Please note:

- The applicant's address **must** be submitted on this page.
- If the applicant/agent wishes to submit additional contact information, this may be included here.
- This page will not be published as part of the planning file.